



ORANGEBURG LIBRARY - BOARD OF TRUSTEES MEETING
Monday, April 18, 2022

1. **Quorum.** A quorum was declared based on the presence of the following Trustees: Grant Zacharias, President; Stephanie Tassello, Treasurer; Rodney Picott, Trustee; Sr. Virginia Chiambalero, Vice President; Maureen Hayes, Trustee. Trustees not present: Patricia Lifrieri, Trustee; Syed Rizvi, Trustee; Michael Tuttle, Secretary; Billie Davis, Trustee. Also present was Michele Galle-Looram, Director. The Meeting was open to the members of the public. Meeting commenced at approximately 6:31 PM.

2. **Motions.**
 - a. Approved.
 - i. Prior Trustee Meeting Minutes. No minutes to approve.
 - ii. Transfer of Funds: Motion to authorize Director M. Galle-Looram to move operating funds as needed out of Chase Money Market Account into Chase Operating account. Motion by RP; seconded by ST. Motion carried by the other Trustees.
 - iii. Adjourn. Motion to adjourn at 7:28PM by RP, seconded by MH; no abstentions and unanimously carried by the quorum of Trustees.

3. **Discussion.** Topics discussed:
 - a. 2021 Audit Presentation. Randi Hertzman and David Raiken of Berard and Associates presented a draft of the financials and answered any questions the trustees had. The following changes were agreed upon by the trustees present: the amount for emergency funding would go from 2 months to 3 months and the amount for capital projects would increase by 20K. All present agreed that the paperwork was approved once those changes were made.
 - b. Checks over \$1000. One check listed and it did not require pre-approval.
 - c. IT/ILS Agreement. MGL presented diagrams representing the three options for IT services going forward. She further explained that the plan is for her to sign an ILS Agreement to remain full service with RCLS, unless Hybrid is recommended by the auditor.
 - d. School Referendum. MGL and the other Directors will be conducting the Public forum on 4/20 at the Blauvelt Library and the vote will take place on 4/28/22.
 - e. Budget 2023. Now that the audit has been presented, the Finance and Personnel will meet to discuss the budget and determine what to ask the town for with respect to 2023. ST said she would like to see if the school referendum is approved first.

Minutes prepared by:
Michele Galle-Looram, Director
April 20, 2022